

PART A – POLICY AND PROCEDURE

CHAPTER 3 – CAPITAL IMPROVEMENT PROJECT PROCUREMENT REQUIREMENTS

1.0 General

1.1 Definitions

- 1.1.1 Capital Improvement Project – A construction project for new construction, building additions, remodeling, demolition of existing structures, or rehabilitation and repair.
- 1.1.2 Rehabilitation and repair is defined as routine, major, or emergency maintenance; restoration; replacement of fixed equipment; energy conservation; requests related to compliance with Americans with Disabilities Act (ADA); and code compliance projects as well as projects needed to meet program requirements.
- 1.1.3 State-Funded Capital Improvement Project – A project identified in a state agency's five-year capital budget plan and funded in part or whole by state funds or authorized bonds.
- 1.1.4 Non-State Funded Capital Improvement Project – Project is for The University of Kansas Health System, Kansas Correctional Industries or Regents Endowment/Private funds/research foundation funds
- 1.1.5 Regents – Refers to the state universities and includes: Emporia State University, Fort Hays State University, Kansas State University, Pittsburg State University, University of Kansas, University of Kansas Medical Center and Wichita State University.

- 1.2 When a project is planned by a state agency for legislative approval, it is submitted as a capital improvement and funding request in the agency's five-year Capital Improvement Program and facilities plan to the budget office, the State Building Advisory Commission (SBAC), and the Joint Committee on State Building Construction.

- 1.3 Procurement of design services and construction services of Capital Improvement Projects are identified in various state statutes. See below for the types of Capital Improvement Projects, procurement processes for architectural/engineering services and procurement process of construction services.

1.3.1 Types of Capital Improvement Projects:

- State Funded
- Fee Funded
- Gift / Endowment / Private Funded
- The University of Kansas Health System Funded
- Kansas Correctional Industries

- 1.3.2 Procurement for architectural/engineering services for Capital Improvement Projects can include:

- State Building Advisory Commission selection process
- OFPM Design Section Architect/Engineer
- Agency Project Architect/Engineer
- University of Kansas Hospital Authority selection process (by TUKHS)
- Regents Endowment/Private/Research Foundation funded selection process (by Regent Institution)

- 1.3.3 Procurement of construction for Capital Improvement Projects can include:
 - Bid through OFPM
 - Alternate Delivery (CMAR or DB) OFPM statute
 - On-call Contractor
 - In-house construction by Owner or OFPM
 - Regents procurement bid site
 - Regents Alternate Delivery Method (CMAR) (fully funded with non-state funds)
 - Kansas Correctional Industries
- 1.4 Requirements for Procurement for Architectural/Engineering Services for Capital Improvement Projects
 - 1.4.1 State and Fee funded Capital Improvement Projects shall have architectural/engineering services obtained through the SBAC (unless allowed per 1.4.5). The Project Architect/Engineer shall follow all requirements listed in Parts A and B of this manual. This will apply to large and on-call projects referenced in Part B.
 - 1.4.2 Jointly federally and state funded Capital Improvement Projects and federal grant funded projects shall have architectural/engineering services obtained through the SBAC (unless allowed per Section 1.4.5). The Project Architect/Engineer shall follow all requirements listed in Parts A and B of this manual. This will apply to large and on-call projects referenced in Part B.
 - 1.4.3 Regents fee funded, endowment and wholly gift funded (no state funds) Capital Improvement Projects are exempted from architectural/engineering services being obtained through SBAC. Project Architect/Engineers shall follow all requirements in Part A of this manual except Part A – Chapter 6.
 - 1.4.4 University of Kansas Hospital Authority funded Capital Improvement Projects are exempted from architectural/engineering services being obtained through SBAC. Project Architect/Engineer shall follow all requirements of Part A of this manual except Part A – Chapter 6.
 - 1.4.5 Professional design services for Capital Improvement Projects under \$1,000,000 may be provided by OFPM Design Section or agency Project Architect/Engineer and shall follow Part A of this manual.
- 1.5 Requirements for Procurement of Construction for Capital Improvement Projects
 - 1.5.1 Procurement of building construction Capital Improvement Projects shall follow Part A of this manual, except as noted below.
 - 1.5.2 The following types of funding for building construction Capital Improvement Projects are required to bid through OFPM Plan room unless allowed as noted by OFPM on Form 935 – OFPM Project Number / Data Request. (Reference flow chart at the end of this chapter regarding OFPM and Procurement bidding requirements)
 - State Funded
 - Fee Funded (except Regents, refer to Section 1.5.4)
 - Gift Funded (non-Regents)
 - Federal Funded

1.5.3 Projects noted on Form 935 – OFPM Project Number / Data Request as allowed to bid through Procurement are not subject to Part A – Chapter 6.

1.5.4 The following types of Capital Improvement Projects are not required to bid through OFPM plan room. These projects are not subject to Part A – Chapter 6.

Fee Funded (Regents)

Gift / Endowment / Private Funded (Regents)

The University of Kansas Health System Funded

Kansas Correctional Industries contracted per K.S.A. 75-5288(c)

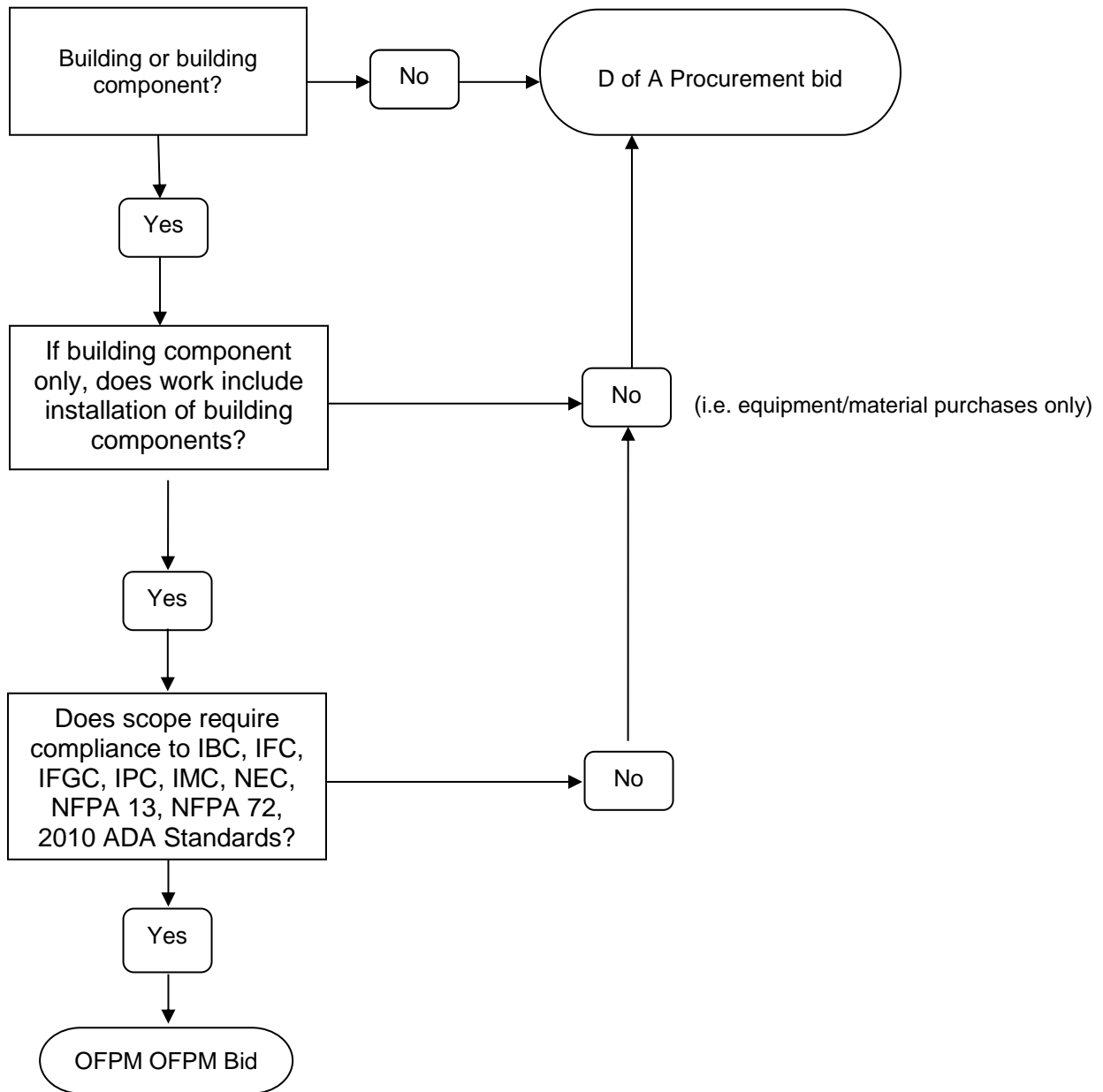
1.5.5 Building construction for Capital Improvement Projects can use alternative construction delivery method as outlined below:

State funded projects may use the CMAR or DB defined in [K.S.A. 75-37,141 et seq.](#) and as outlined in Part B – Chapter 7 of this manual.

Projects constructed wholly of non-state money for a Regents institution may use the alternate delivery method outlined in [K.S.A. 76-7,125 et seq.](#)

END OF CHAPTER

Office of Facilities & Property Management Bidding Requirements



Definitions

Building component – includes all building materials and their installation in a building as well as the following: parking lots, site lighting, campground utility hook-up, and any site feature or component (above and below grade) that is subject to IBC, IFC, IFGC, IPC, IMC, NEC or 2010 ADA Standards.